

OFFICIAL MINUTES

McKENZIE MUNICIPAL REGIONAL PLANNING COMMISSION MEETING

March 22nd, 2012

4:30 PM

I. Call to Order/Establishment of a Quorum

Meeting was called to order by Vice-Chairperson Priestley and a quorum was established.

All members of the Planning Commission were present except Chairperson Robb and Mayor Holland.

Members of the Planning Commission are: Chairperson Dean Robb, Vice-Chairperson Keith Priestley, Secretary Lisa Norris, Commissioners Ed Dillon, Jessie Townes, Ken Mitchum and Mayor Jill Holland.

II. Approval of Agenda

Motion was made by Commissioner Dillon, seconded by Commissioner Townes to approve the agenda. The motion passed.

III. Reading and Approval of the Minutes

Motion was made by Commissioner Dillon, seconded by Commissioner Mitchum, to approve the minutes of the February 23, 2012 meeting. The motion passed.

V. Old Business

A. Review of the Revised Temporary and Portable Signs Ordinances

Discussion:

Shelton Merrill, Regional Planner updated the commission that the Temporary and Portable Sign Ordinance do reflect the changes requested from the commission. He reviewed each of the changes.

Action Taken:

Motion was made by Commissioner Norris, seconded by Commissioner Townes to send the Temporary and Portable Sign Ordinances to the McKenzie City Council with a positive recommendation. The motion passed.

B. Any other properly presented old business

None

V. New Business

A. Review of the proposed Sign Ordinance Table 11-413.1 Amendment Ordinance

Discussion:

Shelton Merrill, Regional Planner addressed commission stating due to the proposed amendments to the sign ordinances relative to temporary and portable signs, there is a need for the sign ordinance table amendment. Merrill went on to say the proposed amendment revises references to temporary and portable signs apropos to their being permitted without permits.

Action taken:

Motion was made by Commissioner Dillon, seconded by Commissioner Norris to send the amended Sign Ordinance Table 11-413.1 Amendment Ordinance to the McKenzie City Council. The motion passed.

B. Review of the proposed INS (Institutional) District Amendment Ordinance

Discussion:

Shelton Merrill, Regional Planner presented to the commission the requested prepared amendment ordinance to allow for signs advertising eating establishments within the Institutional District. The current ordinance states no exterior signage shall be permitted.

Action Taken:

Motion was made by Commissioner Norris, seconded by Commissioner Dillon to send the proposed INS (Institutional) District Amendment Ordinance with a positive recommendation to the McKenzie City Council. The motion passed.

C. Any other new properly presented business

Discussion:

Linda Lankford a McKenzie resident, addressed the commission with her concern regarding home located behind Farmers Merchant Bank on Highland Drive. Lankford discussed that the residence is still occupied and her understanding was the home was zoned business.

Action Taken:

Vice-Chairperson Priestley recommends that Shelton Merrill, Regional Planner and Codes Officer Wheelock investigate the situation and to follow up concerning all regulations on the site plan with Farmers Merchant.

Vice-Chairperson Priestly invited Ms. Lankford back for the following meeting to hear the information that is reported from Wheelock and Merrill regarding the residence in question.

VI. Other Business

A. Review of the Proposed Planning Commission Training Schedule

Discussion:

Shelton Merrill, Regional Planner advised of the listed training schedule that Chairperson Robb suggested in addition to the proposed Commission Training.

Growth Policy, Annexation & Incorporation under the Public Chapter 1101 of 1998

Countywide Planning

Annexation

Plan of Services in Annexed Areas

Incorporation

Tax Revenue Implications of Annexation

Miscellaneous Provisions of the Act

Tennessee Planning Commissioners Handbook

Chapter II Powers of a Regional Planning Commission (Excerpts)

Promote Coordination & Cooperation

Review Public Improvements

Prepare and Adopt a General Regional Plan

Make Advisory Reports & Recommendations
Mandatory Referral
Subdivision Regulations & Site Plan Review
Prepare & Certify/Recommend a Zoning Ordinance & Map
Review Amendments to the Zoning Ordinance or Map

Chapter V Planning Commission Conduct; Officers, Staff & Procedures & Citizen Participation

Planning Commission Conduct
Ethical Principles
Legal Aspects of Planning Commission Conduct
Officers & Staff; Functions, Relationships & Procedures
Elements of Procedures
Citizen Participation
Training & Continuing Education

Chapter III The Comprehensive Planning Process

What is Planning?
Why Plan?
Comprehensive Plan
Comprehensive Planning & Growth Planning Management

Chapter IV Plan Implementation

Subdivision Regulations
History and Statutory Basis
Subdivision Process
Zoning
Public Improvements Planning & Capital Budget

B. Any other properly presented business

Agenda and Regular Meeting Schedules Dates

Agenda meeting Thursday **April 12th at 2:30 P.M.**

Regular meeting Thursday **April 26th at 4:30 P.M.**

Shelton Merrill reported he will not be able to attend the agenda

meeting.

VII. Adjournment

Motion made by Commissioner Norris, seconded by Commissioner Dillon, to adjourn. Motion passed.

Time ended **5:12 P.M**